

MILITARY DEPARTMENT
OFFICE OF THE ADJUTANT GENERAL
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Sacramento, California 95826-9101



CAJS-J1-SP

29 October 2008

MEMORANDUM FOR All State Active Duty Service Members and State Civil Service Employees

SUBJECT: State Personnel Policy Memorandum **2008-21**
State Holidays for 2009

1. This policy memorandum provides a list of the State holidays to be observed by exempt State Civil Service employees and State Active Duty Service members during the 2009 calendar year. Personnel are entitled to the following holidays:

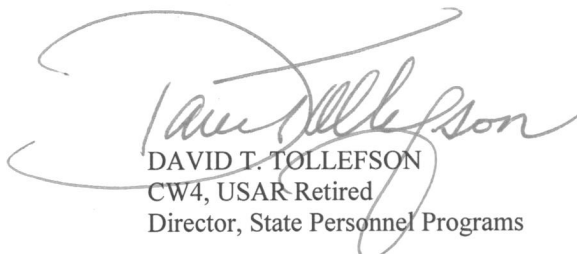
2009 Holiday Schedule¹	
Thursday, January 1	New Year's Day
Monday, January 19	Martin Luther King Jr. Day
Thursday, February 12	Lincoln's Birthday
Monday, February 16	Washington's Birthday
Tuesday, March 31	Cesar Chavez Day
Monday, May 25	Memorial Day
Saturday, July 4 ²	Independence Day
Monday, September 7	Labor Day
Monday, October 12	Columbus Day
Wednesday, November 11	Veteran's Day
Thursday, November 26	Thanksgiving Day
Friday, November 27	Day after Thanksgiving
Friday, December 25	Christmas Day

2. In addition to the holidays listed in the above chart, employees and Service members receive one personal holiday per fiscal year. To be eligible for a personal holiday, an individual must either be: (a) appointed to a class that requires a probationary period; (b) appointed to an exempt position where leave credits are earned; or (c) appointed to a Career Executive Assignment (CEA) for more than six months. Once eligible individuals complete six months of their initial probationary period, they are credited with a personal holiday for the current fiscal year. Thereafter, the personal holiday is credited on July 1 for each fiscal year.

3. For more information you may direct your questions to my Deputy, CW5 Robert Vance, at (916) 854-3077 or Ms. Barbara Appel at (916) 854-3717.

FOR THE DIRECTOR, JOINT STAFF:

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DAVID T. TOLLEFSON
CW4, USAR Retired
Director, State Personnel Programs

¹ Reference is DPA's Personnel Management Liaison memorandum 2008-033 dated 25 Sep 08.

² Government Code Section 19853 provides that when a holiday, other than a personal holiday or November 11, falls on a Saturday, a State Civil Service employee shall, regardless of whether he or she works on the holiday, accrue a holiday credit to be used after it is earned. Holiday credit does not have a requirement that it be used in the same fiscal year and there is no limitation on the number of holiday credits that can be accrued and carried from year to year. Excluded State Civil Service employees and State Active Duty service members also accrue a personal holiday credit; however, once accrued, it shall be used after it is earned and within the same fiscal year.